

August 8, 2013

MINUTES OF A REGULAR MEETING OF THE AIRPORT COMMISSION

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, August 8, 2013 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Donnellan, Hsiao, Jacobsen,
Johnson, and Chairperson Glass.

Absent: Commissioners Boyce and Orpe.

Also Present: Facility Operations Manager Megerdichian.

MOTION: Commissioner Donnellan moved to grant Commissioners Boyce and Orpe excused absences for the August 8, 2013 Commission meeting. Commissioner Hsiao seconded the motion; a voice vote reflected unanimous approval.

3. FLAG SALUTE

Commissioner Hsiao led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Jacobsen, seconded by Commissioner Johnson, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES

5A. MINUTES OF JUNE 13, 2013

MOTION: Commissioner Jacobsen moved to approve the June 13, 2013 Commission meeting minutes as presented. Commissioner Johnson seconded the motion; a voice vote reflected unanimous approval (Commissioners Donnellan and Hsiao abstaining).

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

Chairperson Glass questioned why the July Airport Commission meeting agenda was posted online after the meeting was cancelled and Facility Operations Manager Megerdichian offered to check with the City Clerk.

7. ACTION ITEMS

None.

8. INFORMATION ITEMS

8A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Chairperson Glass noted that the following reports for August 2013 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, August Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for June and July 2013, and Airfield Operations Status for June 2013.

Facility Operations Manager Megerdichian reported that there are currently no hangar vacancies and that hangar rates increased as of August 1 based on CPI.

Referring to Report #2, he reported that progress for the Airport Security Project redesign continues and is expected to go out to bid in November or December 2013.

Commissioners Donnellan and Jacobsen directed staff to bring back an informational item on redesign plans when they are completed.

Responding to Chairperson Glass's inquiry, Facility Operations Manager Megerdichian stated that the charge for being placed on the Hangar Waiting List is \$300, \$225 of which is refunded if an applicant goes off the List or is applied to their first month's rent.

In response to Commissioner Donnellan inquiry about the Airport Meeting Room, Facility Operations Manager Megerdichian stated that, with the exception of City or Federal government agencies, there is a charge to rent the Meeting Room, adding that resident non-profit groups are charged the lowest rate.

Commissioner Jacobsen suggested that aircraft model types be included on Report 5, Events Requiring Emergency Response.

Facility Operations Manager Megerdichian noted that Operations Activities remain relatively constant for this calendar year and explained that reports of Tower operations are higher than Airport operations.

Facility Operations Manager Megerdichian provided an update on infrastructure work being done at the alternate Emergency Operations Center (EOC) at the General Aviation Center (GAC). He stated that improvements include installation of new flat screens, data lines, and a larger generator. He noted that the City is planning to conduct an exercise in November 2013 at the GAC.

9. ORAL COMMUNICATIONS #2

9A. Facility Operations Manager Megerdichian informed the Commission that on June 18 City Council approved the banner tow operation for a one year permit pending a three month review at the Airport Commission. He stated that they began operating on July 4 and are working with the other banner tow operator on the field. He noted that the item would be brought back for review at the October Commission meeting.

In response to Chairperson Glass's inquiry, he stated that there have been complaints from residents about noise and would check if there have been any noise violations.

Responding to Commissioner Jacobsen's inquiry, he stated that the operator has three aircraft registered at the Airport but are only using two.

9B. Commissioner Johnson questioned if hangars at the Airport are used for things other than aircraft, and Facility Operations Manager Megerdichian advised that it is a constant concern and that staff tries to stay on top of it.

9C. Commissioner Johnson offered his observation that cars for sale are being parked in the lot by the former farm and Facility Operations Manager Megerdichian stated that they plan to cordon off access.

10. ADJOURNMENT

MOTION: At 7:29 p.m., Commissioner Johnson moved to adjourn the meeting to Thursday, September 12, 2013 in the West Annex meeting room at 7:00 p.m. Commissioner Hsiao seconded the motion and, hearing no objection, Chairperson Glass so ordered.

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Approved as submitted September 12, 2013 s/ Sue Herbers, City Clerk
